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Approved For Release 2002/05/02 : CIA-RDP80-01240A000100040002-6

Chief, Management Staff

22 MAR 1961

Comptroller

Fiscal Year 1962 Planning Paper - Office of the Comptroller

The annual Planning Paper for the Office of the Comptroller
for Fiscal Year 1962 is forwarded in accordance with Agency

Regulation

25X1A

E. R. SAUNDERS

Attachment

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TO : Director of Personnel
FROM : Chief, Management Staff
REF : a) Memorandum for Comptroller from DD/S dtd
21 Jan 60, subj.: Personnel Ceiling Objective
for FY 1961.

10 April 1961

b) Memorandum for DD/S from Chief, Management Staff
dtd 21 Mar 60, subj.: Extension of Termination
Date of Two Ceiling Positions through 30 June 61.

The attached planning paper eliminates two Tab Machine Operator positions, GS-5, in the EAM Branch, ADP Division, Office of the Comptroller, thereby bringing the number of positions in that Office down to the ceiling objective of [] established by references (a) and (b). The planning paper also makes certain other changes, which do not affect ceiling, budget, or average grade:

a. Finance Division, Monetary Branch:

(1) Eliminates the Custodial and Security Section, and its only position, Fiscal Control Officer, GS-11 (Position No. 121).

(2) Increases flexible Position No. 367, Banking Officer, GS-11, in the Banking Operations Section from 1 to 2.

b. Industrial Contract Audit Division:

(1) Transfers Position No. 376, Business Accountant, GS-9, from [] to Audit Zone I. 25X1A6a

(2) Transfers Position No. 588, Business Accountant, GS-11, from Audit Zone IV to [] and eliminates Audit Zone IV. 25X1A6a

APPROVED:

Signed

11 APR 1961

25X1A9a

[]
Chief, Management Staff

DATE

ATTACHMENT:

Tab A - FY 62 Planning Paper, Office of
the Comptroller, dtd 22 Mar 61.

Distribution:

0 & 1 - O/P w/att.
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